

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Waterloo Housing Authority

PHA Number: IA050

PHA Fiscal Year Beginning: (mm/yyyy) 07/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☒ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☐ The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☒ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☒ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments
 - ☐ Other (list below)
- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)
 - ☒ Improve voucher management: (SEMAP score)
 - ☒ Increase customer satisfaction:

- ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - ☒ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:
 - ☐ Other: (list below)
-
- ☒ PHA Goal: Increase assisted housing choices
Objectives:
 - ☐ Provide voucher mobility counseling:
 - ☒ Conduct outreach efforts to potential voucher landlords
 - ☒ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
Objectives:
 - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☐ Implement public housing security improvements:
 - ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - ☒ Increase the number and percentage of employed persons in assisted families:

- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☒ **High Performing PHA**
- ☒ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

EXECUTIVE SUMMARY

Notice of Anticipated Changes to the Housing Authority's Agency Plan

The Waterloo Housing Authority has prepared this 5-Year Plan and an Annual Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. As stated in PIH 99-51 issued December 14, 1999, for public housing authorities with fiscal year ends on or after July 1, 2000, HUD "will issue guidance, templates and certifications necessary for completion of their plans under a final rule in a subsequent notice. HUD expects to issue additional information and direction to PHA's on their plan submissions."

Waterloo Housing Authority Overview

In 1970, Waterloo Housing Authority was founded to provide decent, safe and affordable housing to lower income people using subsidy assistance from the U.S. Department of Housing and Urban Development and other funds made available for such purposes. For many years, people have not been afforded decent safe and affordable housing and this housing authority has been working with people of lower income to assist them with affordable housing. From the first 50 units of Section 8 funding awarded to Waterloo in 1977, the Authority has grown to 900 units of Section 8 Housing Choice Vouchers. Now, new HUD rules, guidelines and directives have been issued which mandate changes in the operation of this housing authority.

The legal form of Waterloo Housing Authority is a municipal corporation formed under the Code of Iowa, Chapter 403A authorizing cities the power to establish public housing authorities. The Waterloo Housing Authority's business office is located at 620 Mulberry Street, Waterloo, Iowa. The housing authority has been operating under federal subsidy, rental income, and grants to fund its programs. The availability of funding is essential for the housing authority to maintain its current level of operations and providing of services.

An Authority **does not** have an outside Board of Directors appointed by the Mayor. In Waterloo, the Mayor and City Council, elected by the citizens of Waterloo, serve as the Housing Board of Commissioners, setting housing policy, hiring the Executive Director, and other services as described in the By Laws of the housing authority. As the policy setting body, they are not responsible for day to day management decisions. A staffing flow chart is attached to the Agency Plan and lists the staff positions

The housing authority has been operating under federal subsidy, rental income, and grants to fund its programs. The Housing Authority budget is based on federal funding from the Department of Housing and Urban Development. The City's general fund tax dollars do not contribute to the support of the housing activities or staffing of the Waterloo Housing Authority. The availability of federal HUD funding is essential for the housing authority to maintain its current level of operations and providing of services.

Waterloo Housing Authority has adopted the following mission statement to guide its activities. We have also adopted the following goals and objectives for the next five years.

Mission Statement

To promote adequate and affordable housing, economic opportunity and a suitable living environment from discrimination.

Goals and Objectives

WHA Goal : Increase the availability of decent, safe and affordable housing.

Expand the supply of assisted housing

Objectives:

- 1) To apply for additional Housing Vouchers
- 2) Leverage private or other public funds to create additional housing opportunities

Improve the quality of assisted housing

Objectives:

- 1) Improve public housing management score on PHAS
- 2) Improve public housing management score on SEMAP
- 3) Increase customer satisfaction
- 4) Renovate or modernize public housing units
- 5) Provide replacement vouchers to project based Section 8 developments

Increase assisted housing choices

Objectives:

- 1) Conduct outreach to potential voucher landlords
- 2) Increase voucher payment standards annually as needed based on market conditions

WHA Goal : Promote self sufficiency and asset development of families and individuals

Promote self sufficiency and asset development of assisted households

Objectives:

- 1) Increase the number and percentage of employed persons in assisted families
- 2) Provide or attract supportive services to increase independence for the elderly or families with disabilities.

WHA Goal: Ensure Equal Opportunity in Housing for all Americans

Ensure equal opportunity and affirmatively further fair housing

- 1) Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.
- 2) Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

Our Agency Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan and the 5 Year Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan.

In summary, we are on course to improve the condition of affordable housing in Waterloo.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

| | <u>Page #</u> |
|---|---------------|
| Annual Plan | |
| i. Executive Summary | 3 |
| ii. Table of Contents | 4 |
| 1. Housing Needs | 7 |
| 2. Financial Resources | 13 |
| 3. Policies on Eligibility, Selection and Admissions | 15 |
| 4. Rent Determination Policies | 24 |
| 5. Operations and Management Policies | 29 |
| 6. Grievance Procedures | 30 |
| 7. Capital Improvement Needs | 31 |
| 8. Demolition and Disposition – Not Applicable | 36 |
| 9. Designation of Housing | 37 |
| 10. Conversions of Public Housing – Not Applicable | 38 |
| 11. Homeownership | 40 |
| 12. Community Service Programs | 42 |
| 13. Crime and Safety – Not Applicable | 44 |
| 14. Pets (Inactive for January 1 PHAs) | 46 |
| 15. Civil Rights Certifications (included with PHA Plan Certifications) | 46 |
| 16. Audit | 46 |
| 17. Asset Management – Not Applicable | 46 |
| 18. Other Information | 47 |

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a

SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☐ Admissions Policy for Deconcentration
☒ FY 2000 Capital Fund Program Annual Statement
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart
☒ FY 2000 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| X | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans |
| X | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| N/A | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| X | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| N/A | Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies Per HUD Notice 99-51 Not in effect |
| X | Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| X | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| X | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| N/A | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | Annual Plan: Capital Needs |
| N/A | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| X | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| N/A | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | Annual Plan: Conversion of Public Housing |
| X | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| X | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| N/A | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| N/A | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| N/A | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit No 1998 Audit findings 1999 Audit not available yet |
| N/A | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|----------------|----------------------------|---------------|----------------|----------------------------|-------------|-----------------------|
| Family Type | Overall | Afford- ability | Supply | Quality | Access- ibility | Size | Loca- tion |
| Income <= 30% of AMI | 1372 | 5 | 5 | N/A | N/A | N/A | N/A |
| Income >30% but <=50% of AMI | 681 | 5 | 5 | N/A | N/A | N/A | N/A |
| Income >50% but <80% of AMI | 803 | 5 | 5 | N/A | N/A | N/A | N/A |
| Elderly | 1457 | 5 | 5 | N/A | N/A | N/A | N/A |
| Families with Disabilities | 485 | 1 | 1 | N/A | N/A | N/A | N/A |
| BLACK | 12% | 5 | 5 | N/A | N/A | N/A | N/A |
| ASIAN | -1% | N/A | N/A | N/A | N/A | N/A | N/A |
| Am. INDIAN | -1% | N/A | N/A | N/A | N/A | N/A | N/A |
| HISPANIC | -1% | N/A | N/A | N/A | N/A | N/A | N/A |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☒ Other housing market study – Waterloo, IA
Indicate year: 1998 Black Hawk Co. Housing Needs Assessment
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Section 8 Tenant- Based Assistance Waiting List

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List | | | |
|---|---------------|---------------------|-----------------------------|
| Waiting list type: (select one) | | | |
| <input checked="" type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input type="checkbox"/> Public Housing | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover FYE 1999 |
| Waiting list total | 545 | | 167 |
| Extremely low income <=30% AMI | 91 | 16.7 | |
| Very low income (>30% but <=50% AMI) | 389 | 71.2 | |
| Low income (>50% but <80% AMI) | 65 | 12.1 | |
| Families with children | 334 | 61.3 | |
| Elderly families | 18 | 3.3 | |
| Families with Disabilities | 211 | 38.8 | |
| Black | 269 | 49.3 | |
| Hispanic | 5 | 0.9 | |
| Amer. Indian | 0 | 0 | |
| Asian | 4 | 0.7 | |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |

B(2) Housing Needs of Families on the Public Housing Waiting List

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List | | | |
|---|---|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> | Section 8 tenant-based assistance | | |
| <input checked="" type="checkbox"/> | Public Housing | | |
| <input type="checkbox"/> | Combined Section 8 and Public Housing | | |
| <input type="checkbox"/> | Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 30 | | 4 |
| Extremely low income <=30% AMI | 7 | 23.3 | |
| Very low income (>30% but <=50% AMI) | 17 | 56.7 | |
| Low income (>50% but <80% AMI) | 6 | 20.0 | |
| Families with children | N/A | N/A | |
| Elderly families | 30 | 100 | |
| Families with Disabilities | 2 | 7 | |
| Black | 1 | 3 | |
| Race/ethnicity | 0 | 0 | |
| Race/ethnicity | 0 | 0 | |
| Race/ethnicity | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 30 | 100 | |
| 2 BR | 0 | 0 | |

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly

- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: Renew designation of public housing for elderly when it expires.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: Complete lease-up of 50 units of Section 8 Mainstream and maintain 100 unit Section 8 Mainstream program at an occupancy rate of 98%

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: Current waiting list data confirms affirmative marketing has attracted the disabled and black minorities to the Section 8 Program. Efforts need to be made in the area serving the elderly and other minorities. 2000 census data will be important to assist in targeting areas of housing need due to changes in the local population since 10 years ago when the 1990 census was taken.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☒ Other: A WHA purchased Random Digit Dialing Rent Survey conducted in March 1999 increased the area FMR's and the Payments Standards by approx \$100 to make it possible for Section 8 families to locate outside of areas of poverty or minority concentration. As the effective date of the payment standard change was November, 1999, the cycle of recertifications and turnover will make it well into 2001 before the effect of a wider choice of housing will be noticable.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Sources and Uses | | |
|--|-------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2000 grants) | | |
| a) Public Housing Operating Fund | 35,000 | |
| b) Public Housing Capital Fund | 89,473 | |
| c) HOPE VI Revitalization | N/A | |
| d) HOPE VI Demolition | N/A | |

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---|
| Sources | Planned \$ | Planned Uses |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 3,086,768 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | N/A | |
| g) Family Self-Sufficiency Grants | 46,350 | |
| h) Community Development Block Grant | 1,785,000 | Housing Rehab, Emergency Repairs ADA Accessibility Target/Neighborhood Improvements |
| i) HOME | 735,000 | Housing New Construction, Rehab. Homeownership and TBRA |
| Other Federal Grants (list below) | | |
| EDI-Special Purposes | 500,000 | Housing Rehab |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| Section 8 FSS Grant 1999 | 27,626 | Case management costs for Family Self Sufficiency Program |
| Section 8 Hope for Elderly Independence Demonstration | 40,158 | Case management costs to maintain frail Elderly in their homes |
| Congregate Housing Service Program (CHSP) in Public Housing | 38,666 | Case management costs to maintain frail Elderly in their homes |
| 3. Public Housing Dwelling Rental Income | 131,300 | Operating costs to maintain building |
| | | |
| 4. Other income (list below) | | |
| | | |
| 5. Non-federal sources (list below) | | |
| Interest on Section 8 Reserves | 50,000 | EMA Downpayment Asst. Grants |
| | | |
| | | |
| City Total Housing Resources | 6,565,341 | |

| Financial Resources: Planned Sources and Uses | | |
|--|-------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: That time is when the family is at the top of the list in the income category needed when notice of an opening occurs.
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☒ Other WHA has only one public housing building and one waiting list

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? N/A

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☒ Two
- ☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☐ Emergencies
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or

through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing
Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing : Not Applicable

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity
☒ Other information contained in the tenant files including but not limited to eviction notices, utility disconnects and non-compliance notices for previous lease violations, and any public information in the file on criminal or drug-related activity such as newspaper clippings and court records.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Upon request in advance of the voucher expiration, extensions are granted if the family indicates an effort is being made to locate a unit.

(4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
Elderly or disabled singles before other singles.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability

- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☒ Other : The information is provided to local support services agencies for referral to their clients in the form of meetings and printed materials.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

Hardship exemptions are granted if 1) the family has lost eligibility for state or federal benefits for reasons other than non-compliance, fraud, and failure to perform, 2) if the family would be evicted, 3) loss of employment, 4) death in the family, 5) other on a case by case basis.

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes

☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☒ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)
Recent RDD survey to increase FMR's data by zip code gathered in March 99

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☒ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☒ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families

☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

Hardship exemptions are granted if 1) the family has lost eligibility for state or federal benefits for reasons other than non-compliance, fraud, and failure to perform, 2) if the family would be evicted, 3) loss of employment, 4) death in the family, 5) other on a case by case basis.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

| Program Name | Units or Families Served at Year Beginning 6/2000 | Expected Turnover |
|-------------------------|---|-------------------|
| Public Housing | 56 | 5 |
| Section 8 Vouchers | 900 | 180 |
| Section 8 Certificates | Merger underway | N/A |
| Section 8 Mod Rehab | 0 | N/A |
| Special Purpose Section | 50 Mainstream FY'99 | 5 |

| | | |
|---|---|---|
| 8 Certificates/Vouchers (list individually) | 50 Mainstream FY'00 for Disabilities | 5 |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Continued Occupancy and Admissions (ACOP) Policy
Designation Plan
Family Self Sufficiency Action Plan
Section 5(h) Homeownership Plan

Blood-Borne Diseases Policy
Capital Improvement Plan
Disposition Policy
Drug Free Work Place Policy
Facilities Use Policy
Grievance Procedure
Hazardous Materials Policy
Maintenance Policy
Natural Disaster Response Guidelines
Pest Control Policy
Pet Policies for Elderly and Proposed Policy for Family Houses
Procurement Policy

(2) Section 8 Management: (list below)

Section 8 Administrative Plan
 Family Self Sufficiency Action Plan
 Blood-Borne Diseases Policy
 Community Service and Self Sufficiency Policy
 Criminal, Drug Treatment, and Registered Sex Offender
 Classification Records Management Policy
 Disposition Policy
 Drug Free Work Place Policy
 Equal Housing Opportunity Policy
 Investments Policy
 Natural Disaster Response Guidelines
 Section 8 Downpayment Assistance Program
 Section 8 Tenant Based Informal Review and
 Informal Hearing Procedure

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-
Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☒ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 01 FFY of Grant Approval: (07/2001)

☒ Original Annual Statement

| Line No. | Summary by Development Account | Total Estimated Cost |
|----------|---|----------------------|
| 1 | Total Non-CGP Funds | |
| 2 | 1406 Operations | |
| 3 | 1408 Management Improvements | |
| 4 | 1410 Administration | |
| 5 | 1411 Audit | |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | |
| 10 | 1460 Dwelling Structures | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | 82,315 |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | |
| 16 | 1492 Moving to Work Demonstration | |
| 17 | 1495.1 Relocation Costs | |
| 18 | 1498 Mod Used for Development | |
| 19 | 1502 Contingency | |
| 20 | Amount of Annual Grant (Sum of lines 2-19) | 82,315 |
| 21 | Amount of line 20 Related to LBP Activities | |
| 22 | Amount of line 20 Related to Section 504 Compliance | |
| 23 | Amount of line 20 Related to Security | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | 82,315 |

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|--|----------------------------------|----------------------------|
| IA05003 | Boiler Replacement/Upgrade And remote thermostat controls | IA05P05090799 | 89,473 |
| IA05003 | Boiler Replacement/Upgrade And remote thermostat controls | IA05P05090700 | 82,315 |

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|--|---|
| IA05003 | 6/30/01 | 6/30/02 |

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the
PHA Plan at Attachment (state name

-or-

- ☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| Optional 5-Year Action Plan Tables | | | |
|---|---|---------------------|-------------------------------------|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| IA05003 | Ridgeway Towers Apts | 0 | 0% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Replacement or upgrade of boiler system components and installation of Remote tenant controlled thermostats | | 82,315 | 6/30/2001 |
| Replacement of cracked cement parking lot sections and sidewalk sections | | 75,000 | 7/1/2002 |
| Management improvements and operations | | 75,000 | 7/1/2003 |
| Operations | | 75,000 | 7/1/2004 |
| Operations | | 75,000 | 7/1/2005 |
| Total estimated cost over next 5 years | | 382,315 | |

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway
- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:
- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: |
| 1b. Development (project) number: |
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY) |
| 5. Number of units affected: |
| 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |
| 7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity: |

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section

7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description |
|---|
| 1a. Development name: Ridgeway Towers Senior Citizen Apartments |
| 1b. Development (project) number: IA05003 |
| 2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date this designation approved, submitted, or planned for submission: (28/04/99) |
| 5. If approved, will this designation constitute a (select one) N/A <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 50 units-all in one 3 story building |
| 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of

the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

| Conversion of Public Housing Activity Description | |
|--|--|
| 1a. Development name: | |
| 1b. Development (project) number: | |
| 2. What is the status of the required assessment? | |
| <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below) | |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) | |
| 4. Status of Conversion Plan (select the statement that best describes the current status) | |
| <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway | |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) | |
| <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) | |

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

| Public Housing Homeownership Activity Description (Complete one for each development affected) |
|---|
| 1a. Development name: FFS Scattered Site Family Public Housing Single Family Houses 1b. Development (project) number: IA050006 |
| 2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: |

Approved (05/10/1999)

5. Number of units affected: 10

6. Coverage of action: (select one)

☐ Part of the development

☒ Total development – Family Scattered Site Single Family Houses

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

☐ 25 or fewer participants

☐ 26 - 50 participants

☐ 51 to 100 participants

☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☒ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

| Services and Programs | | | | |
|--|----------------|--|--|---|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| Family Self Sufficiency-Section 8 | 98 | Waiting list | PHA main office | Section 8 Participant |
| Family Self Sufficiency-Public Housing | 7 | Specific Criteria for Admission | PHA main office | Public Housing Resident |
| Section 8 Mainstream for Persons with Disabilities | 100 | Section 8 Pref. Waiting list | PHA Main Office | Section 8 applicant |
| HOPE for Elderly Independence | 25 | Need based Sec 8 Waiting list | PHA Main Office | Section 8 applicant |
| Congregate Housing Services Program | 15 | Need based | Development Office | Public Housing resident |
| Section 8 Down Payment Assistance-Homeownership | 10-15 per year | Need Based | Eastside Ministerial Alliance Office | Low/Mod income family |
| Section 5(h) Homeownership Program | 3 per year | As FSS family moves or can afford to buy | PHA Main Office | FSS Public Hsg or FSS Section 8 resident |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|---|--|--|
| Program | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: 07/01/00) |
| Public Housing | 7 | 7 |
| Section 8 | 65 | 89 |

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

| |
|--|
| D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937 |
|--|

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases

- ☐ Police regularly meet with the PHA management and residents
 - ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - ☐ Other activities (list below)
2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
- 2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
- 3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
- 4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? ____
- 5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☐ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached at Attachment (File name)
- ☒ Provided below:

**RESIDENT ADVISORY BOARD MEETING
RIDGEWAY TOWERS-PUBLIC HOUSING
JANUARY 12, 2000 – 3 PM**

Present at the meeting: Deb Collett and Jean Curran from the Waterloo Housing Authority.

Residents: Alma Sprague, Dolores Trimble, Pat Sturtz, Lola Alexander, Geneva Rogers, Irene Boutott, Edgar & Catherine Zeiner, Laura Bahlmann, Hazel Anders, Katie Lichty, Rosalee Igou, Edna Flack, Doris Milot, Pat Heidt, Bob Garrison, Thelma Garrison, Barbara Fowler, Evelyn Klipping, Lois Tillery, Liz Ecklund, Clair White, Dorothy Wiley and Lucille Kimball

Suggestions of ways to advertise programs – post at hospitals, churches and word of mouth.

Do we want to continue to go 1st come 1st serve?

Mr. Zeiner – Felt that we should go by the list, unless there are a number of homeless people.

Doris Milot – felt the same unless there were different conditions that existed.

Mr. Zeiner – Felt that people selling their house should wait because they were not in need.

Doris Milot – She felt we were doing it the fairest way.

Pat Heidt – She wanted to know if we take into consideration what type of apartment we have available and match it to the person. (Example, if someone was in a wheelchair or needed a shower instead of a tub) Deb told her that we did. She thought we should continue our practice and many of the residents agreed.

Admissions Policy of giving them 2 chances to take an apartment and then the bottom of the list and then taking them off the list if they refuse a 3rd apartment. Okay with everyone.

Policy on Violent Criminal Activity and Sexual Crimes. Everyone felt the 5 years was a good policy.

Deb explained the flat rents concept for the future as it doesn't currently affect any of the residents.

Capital Improvements –

Deb talked about wall-mounted thermostats. Claire White agreed. Deb talked about a new sign for the front and repairing the cracked concrete.

Pat Heidt suggested that we replace trees when they die.

Mr. & Mrs. Zeiner expressed a concern with the noise in the gutters when it rains. Mr. Zeiner also talked about the height of the drain in the parking lot.

Deb talked about the "Designated Housing" survey and explained how the process worked. She told the residents that in another 4 years we would be conducting another survey for their input.

Deb explained the policy on Community Service and Housing Assistance.

Pet Policy was discussed. Deb asked if we should lower or raise the pet deposit from 1 month's rent. Pat Heidt and Pat Sturtz felt we should leave it.

Lois Tillery stated that President Clinton passed a bill for funding for the homeless. She asked if that would affect our operation. Deb stated that more money would go to agencies like Family Service League for transitional housing, etc., and other non-profit organizations that deal with the homeless.

Deb asked for comments on what the residents liked or what they didn't like about Ridgeway Towers.

Irene Boutott commented that she likes the people of Ridgeway Towers and all the neighbors.

Edgar Zeiner commented that his wife and he just love it there.

Evelyn Klipping made a comment about the answering service. She stated that she woke up to a noise of her smoke alarm beeping (low battery). She called the answering service at 4:30 a.m. and they stated that they couldn't make a call that early. She had to listen to the noise for 2 hours. Deb told her that generally we do not call our people in and pay them overtime for a noise.

Lois Tillery commented that she thought there was partiality in the building.

Pat Heidt said that she had been a property manager for a number of years and did not see any partiality. She also stated that Ridgeway Towers was a well-run building.

Geneva Rogers stated that she does not hear any noises in the building and that it is quiet.

Catherine Zeiner stated that her son couldn't believe how quiet the building was especially with all the women in it.

Lois Tillery thought we should have a smoke free building. She said that it would probably be hard to do.

Pat Heidt and a number of residents felt that people should be able to smoke in their own homes.

Evelyn Klipping stated that she thinks batteries in the smoke alarms should have a set time to be changed.

Doris Milot stated that she has heard complaints about the garbage in the dumpster piling up.

Edgar Zeiner stated that there was a lot of garbage around the holidays because the dumpster contractor was not open. He stated that some people place their garbage on the ground and not in the dumpster.

Deb told the residents to call the office if we need an extra pick-up on the dumpster.

Lois Tillery commented that when new people move in they think the building is great and that after about 6 months, everything is wrong and they complain about this and that. Lois thinks it is a good place.

Deb asked if we should have a small meeting next year with a few residents or an open meeting like we did. The residents agreed that the open meeting was the best. Meeting ended at 4:30 PM

RESIDENT ADVISORY BOARD MEETING
Section 8 Participant Comments
January 13, 2000 - 3:00 p.m.

Present: Waterloo Housing Authority Staff: Deborah Collett, Wanda Hill, Gladys Rainey, Julie Snider, & Alan Stockdale. FSS Case Manager, Cindi Sand. Section 8 Participants: Barbara Becton, Malea Friedley, Phyllis Gaines, Linda Jacob, and Dixie Kelly.

Deb Collett opened with an explanation of the purpose of the meeting. Documents are to be filled in for use on the internet. The Plan is expected to be drafted by January 21, 2000. The Plan will be available for public comment on March 13, 2000. The public comments will be compiled and a meeting will be held on March 21, 2000. If the Plan is approved, it must be submitted on April 14, 2000.

Subjects for Consideration. Eligibility, Selection and Admissions.

Tenants Comments:

Ⓜ was not sure how she found out about the Section 8 program. She thought possibly, word of mouth. After thinking about it a few minutes, she remembered that she had found out about Section 8 at the Wick office. ⓑ was participating in the Stars program at the Martin Luther King Jr. Center and became a participant in the Bootstrap Program through the Waterloo Housing Authority. Ⓛ transferred from New York by using the portability feature of the Section 8 program.

Ⓛ feels that the Section 8 program is well known. Ⓜ feels that we need to advertise more to the landlords. A lot of them don't know about Section 8.

Deb suggested that we could possibly advertise on Cable T.V. or through the local access channel. Or possibly put an ad in the telephone book, HomeTowner or the Waterloo Courier.

Thursday is Application Day. There is a 1-1 1/2 year waiting list. Should we change the day we take applications? Everyone agreed to leave it on Thursday.

Selection Process: We are currently using first come, first serve, date and time order to call in applicants. We also have a grant for persons with disabilities (main stream program) that allows them to receive a preference.

Other preferences are a possibility such as working, homeless, or income below a certain income limit. We are currently excluding single persons without a disability. Deb also explained Federal Preferences.

Ⓜ felt that first come, first serve was the fairest, however she felt a preference could be given to the Homeless, if we had a certain criteria to follow.

The procedure we use now when someone's name comes to the top of the waiting list is, we send two written notices, if no response, we make two phone calls. If there is still no response, their application is withdrawn.

No one had a problem with the way we handle the waiting list.

Criminal Activity:

For persons involved in the sale of illegal drugs, they are not allowed to receive rent assistance for 5 years. Do we want to change that to 3 years? No comments.

We have defined violent criminal activity as a crime committed with the use of an object, knife or gun.

There are 2 classes where HUD offers no flexibility and that is for the sale or manufacture of methamphetamine and sex offenders. They are not allowed on the program for life.

We have not been doing screening of existing tenants unless there's a reason. We started screening applicants on the waiting list on April 1, 1996.

Grievance Procedures:

Deb explained that a participant is given 10 days to request an informal hearing in writing. Do we need to change this procedure? No comment.

Community Service:

Any one under age 62 will be required to work 8 hours per month doing Community Service. The Final rule is not out yet. Comments on what sort of community service policy we should have? Hospitals, Library, Schools. The Waterloo School Administration is always happy to have volunteers.

Tenants may have the option to choose where they'd like to volunteer.

FSS Advocate mentioned that hospitals will not let participants with criminal charges against them to work at the hospital.

If a tenant is working part time or going to school, they won't have to work 8 hours per month.

④L wondered how she was going to fit 8 hours in her schedule and was relieved to find out that the rule doesn't apply to students.

Home Ownership:

Section 8 payments may be used to purchase a home. Right now we have been making rent payments to some landlords for a number of years for the same tenant family. The unit could be paid for by now.

④M commented that mortgage payments are less than rent payments and felt that the Home Ownership program would be a good idea.

Suggestions by Deb: Tenants should go through credit counseling and the Operation Threshold Home Buyer Training program for \$20.00.

FSS Advocate felt this should be a requirement, as the O.T. Home Buyer Training program is excellent and provides a lot of good information.

General Discussion:

How can we serve Waterloo better? ☺M☐ suggested that we update the referral list and find ways to market the Section 8 program either in the white pages or yellow pages of the telephone book or maybe a commercial.

What are some of the landlords' reasons for not renting to Section 8 participants? ☺M☐ said they call the tenants Sec. 8 scum, or they☐ve had a bad experience with them, or they will only rent to them as a last resort. Deb suggested that maybe tenants should attend neighborhood group meetings and let the landlords know how Section 8 works.

What do residences say that are negative about the Housing Authority. ☺M☐ commented that the apartment that she had lived in for 3 years was sold to a new owner. The new landlord gave her so many problems. He said that Section 8 devalued his property. He wrote her boyfriend 2 citations for playing his car radio too loud and one for speeding in the parking lot, which she said was not true. She gave a 30-day notice and moved out. He later filled the apartment complex with Bosnians.

Priorities:

How should the Housing Authority prioritize the following: FSS, Housing for the Elderly, Disabled, Section 8 building more family rental housing or rehab houses to sell, Home Ownership.

☺P☐ suggested FSS should be number 1. ☺B☐ suggested Housing for the Disabled be number 1.

What are ways we can market to the Elderly? Deb suggested People ☐s Clinic or Jesse Cosby Center. We have applied for more vouchers. Do we need to build more houses? The economy is what it will take to help solve the housing problem.

☺P☐ asked if we had a Home Ownership program. Deb responded, no there is not a program in place right now, however, there is a downpayment assistant program through the East Side Ministerial Association.

Resident Advisory Board:

We must figure out how to get more residents involved. The Housing Coordinators could mention the need at the Recert appointments. ☺M☐ suggested we design a survey.

Those of you here today, will you be interested next year in participating as a member of the advisory board. ☺M☐ said she hopes to be self-sufficient by next year. No other comments.

Deb said she would send a letter and they could decide at that time if they were still interested.

Meeting adjourned at 4:30 p.m.

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

☒ The PHA changed portions of the PHA Plan in response to comments
List changes below:

Section 8 Program will increase outreach to encourage more landlords to participate by placing an ad in the Phone Book yellow pages and developing a web site for landlords to access Section 8 program information.

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations

☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Waterloo-Cedar Falls, IA HOME Consortium
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Apply for additional Section 8 Vouchers

Apply for Capital Funds for Public Housing modernization

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

PUBLIC HOUSING STRATEGY – Consolidated Plan page 25

“The Waterloo Housing Authority is a quasi-political subdivision of the State of Iowa. The City of Waterloo oversees the work of the Waterloo Housing Authority. (The City Council for the City of Waterloo services as the Authority’s Board of Commissioners)

The Authority’s goal is to facilitate the gradual upgrading of the existing rental housing stock in the community and the availability of decent, safe and sanitary housing at affordable rental rates to very low-income families. It is the Authority’s policy to assist families in private units through Section 8 assistance, rather than build additional Public Housing units.

The Authority’s participation is predicated on the belief that the program will encourage and promote better housing and economic conditions for very low income families residing within the

City of Waterloo. Because of the rental assistance provided by the program, the individual family's economic situation will be improved by allowing an reallocation of financial resources from housing to other necessary expenses that must be met. It is believed that the program provides adequate incentives for private owners of existing rental dwelling units in the City of Waterloo to maintain and/or upgrade their rental units to comply with the U. S. Department of Housing and Urban Development "Housing Quality Standards" in order to participate in the program

The Waterloo Housing Authority will:

- 1) Manage and administer housing programs consistent with local, state and federal law:
- 2) Improve and maintain the existing affordable housing stock
- 3) Generate and maintain board-based financial, staff and community support for affordable housing programs such as CHSP, HOPE for Elderly Independence, FSS, Mainstream, and Welfare to Work
- 4) Plan and develop new housing assistance programs for target populations
- 5) Evaluate ongoing housing programs in order to improve service delivery
- 6) Advocate or initiate social service programs that encourage resident empowerment, independent living and self-sufficiency."

FIVE-YEAR STRATEGIC PLAN– Consolidated Plan page 26-36 excerpt

HOUSING PLAN

"The previous sections showed the diversity of housing needs and issues in each of the communities, however, Waterloo and Cedar Falls have common general goals and priorities in providing affordable housing and services to special needs households. The housing priorities identified in the Waterloo/Cedar Falls Consortium for the purpose of distributing Federal, State, local and private funding are as follows:

- 1) Provide affordable homeownership opportunities to low-to-moderate-income persons;
- 2) Improve the existing housing stock;
- 3) Expand the supply of affordable rental housing;
- 4) Expand and/or improve the homeless shelters and transitional housing; and
- 5) Provide housing opportunities for disabled persons, elderly and other persons with special needs."

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

**City of Waterloo Audit – Available at the City Clerk’s Office
or Housing Authority Office**

**Consolidated Plan - Available at the City Clerks Office
Or Housing Authority Office**

STAFFING CHART

Excel Document – following page

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 01 FFY of Grant Approval: (07/2001)

☒ Original Annual Statement

| Line No. | Summary by Development Account | Total Estimated Cost |
|----------|---|----------------------|
| 1 | Total Non-CGP Funds | |
| 2 | 1406 Operations | |
| 3 | 1408 Management Improvements | |
| 4 | 1410 Administration | |
| 5 | 1411 Audit | |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | |
| 10 | 1460 Dwelling Structures | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | 82,315 |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | |
| 16 | 1492 Moving to Work Demonstration | |
| 17 | 1495.1 Relocation Costs | |
| 18 | 1498 Mod Used for Development | |
| 19 | 1502 Contingency | |
| 20 | Amount of Annual Grant (Sum of lines 2-19) | 82,315 |
| 21 | Amount of line 20 Related to LBP Activities | |
| 22 | Amount of line 20 Related to Section 504 Compliance | |
| 23 | Amount of line 20 Related to Security | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | 82,315 |

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|--|----------------------------------|----------------------------|
| IA05003 | Boiler Replacement/Upgrade And remote thermostat controls | IA05P05090799 | 89,473 |
| IA05003 | Boiler Replacement/Upgrade And remote thermostat controls | IA05P05090700 | 82,315 |

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|--|---|
| IA05003 | 6/30/01 | 6/30/02 |

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year.

Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| Optional 5-Year Action Plan Tables | | | |
|---|--|---------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| IA05003 | Ridgeway Towers Apts | 0 | 0% |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Replacement or upgrade of boiler system components and installation of Remote tenant controlled thermostats | | 82,315 | 5/30/2001 |
| Replacement of cracked cement parking lot sections and sidewalk sections | | 75,000 | 7/1/2002 |
| Management improvements and operations | | 75,000 | 7/1/2003 |
| Management improvements and operations | | 75,000 | 7/1/2003 |
| Operations | | 75,000 | 7/1/2004 |
| Operations | | 75,000 | 7/1/2005 |
| Total estimated cost over next 5 years | | 382,315 | |

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

| Public Housing Asset Management | | | | | | | | |
|---------------------------------|--------------------------|--|---|--|--|-----------------------------------|--|---|
| Development Identification | | Activity Description | | | | | | |
| Name, Number, and Location | Number and Type of units | Capital Fund Program Parts II and III <i>Component 7a</i> | Development Activities <i>Component 7b</i> | Demolition / disposition <i>Component 8</i> | Designated housing <i>Component 9</i> | Conversion <i>Component 10</i> | Home-ownership <i>Component 11a</i> | Other (describe) <i>Component 17</i> |
| | | | | | | | | |
| | | | | | | | | |
| IA050 | 50 elderly | Dwelling Equipment | N/A | CNA | CNA | CNA | CNA | N/A |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

CNA = Component Not Applicable

NA = Not Applicable

COMMUNITY PLANNING AND DEVELOPMENT
ORGANIZATIONAL CHART

